

Agenda

Morongo Basin Transit Authority

Regular Board Meeting Board of Directors

The Morongo Basin Transit Authority encourages your participation in this meeting; however, in order to minimize the spread of the COVID-19 virus, we ask that you join the meeting by calling #669-900-6833 Meeting ID: 960 4578 7046 Password: 195342.

If you choose not to attend the MBTA meeting but wish to make a public comment and/or a comment on a specific agenda item, please submit your comment via email by 3 p.m. on Thursday June 25, to the Assistant Board Secretary at cheri@mbtabus.com. Your comments will be distributed to the MBTA Chair and every effort will be made to read your comment into the record. Comments read will be timed and limited to three minutes. All comments should be a maximum of 500 words, which corresponds to approximately three minutes of speaking time.

Call to Order

Directors

Jeff Drozd, Chair

Merl Abel

Ellen Jackman

Dawn Rowe (Mark Lundquist Designee)

Karmollette O'Gilvie

Ben Sasnett

McArthur Wright

Officers

Mark Goodale, Board Secretary

Cheri Holsclaw, Assistant Secretary



Morongo Basin Transit Authority

MORONGO BASIN TRANSIT AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, June 25, 2020 5:00PM
62405 Verbena Road
Joshua Tree, CA 92252

AGENDA

1.0 CALL TO ORDER

ROLL CALL: Board Members: Abel, Jackman, Lundquist, O’Gilvie, Sasnett,
Wright and Chairman Drozd

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

NONE

3.0 CLOSED SESSION

3.1 CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957
REGARDING PERSONNEL MATTERS, GENERAL MANAGER
EVALUATION

3.2 CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957
REGARDING PERSONNEL MATTERS, PROCUREMENT DIRECTOR
EVALUATION

4.0 PUBLIC COMMENTS

4.1 This is a time for comments from the Public on any subject not on the agenda. The Brown Act prohibits the MBTA Board of Directors from responding at length to questions on matters not on the agenda. Matters may, however, be referred to staff for scheduling on a future agenda. Comment time is limited to three minutes.

4.2 Public comments on specific agenda items will be deferred until consideration of the item on the agenda. Comment time is limited to three minutes.

5.0 CONSENT CALENDAR—All matters listed under the Consent Calendar are to be considered routine by the MBTA Board and will be enacted by one motion in the form listed. Any item may be removed from the Consent Calendar and considered separately by the Board under item 6.0 on the agenda. The public may comment on Consent Calendar items prior to Board action (roll call vote).

- 5.1 Minutes of the May 28, 2020 Board Meeting
Staff Recommendation: Approve Minutes
- 5.2 Treasurer's Report for April 2020
Staff Recommendation: Approve Treasurer's Reports
- 5.3 Warrant Register through May 31, 2020
Staff Recommendation: Approve Warrant Register
- 5.4 Ridership Reports
Staff Recommendation: Receive and discuss as necessary
- 5.5 Financial Reports
Staff Recommendation: Receive and discuss as necessary
- 5.6 Administration Report
Staff Recommendation: Receive and discuss as necessary
- 5.7 Operations Report
Staff Recommendation: Receive and discuss as necessary

ACTION: Move_____ 2nd_____ Roll Call Vote

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

- 8.1 IFB 20-01 Bus Stop Improvement Project
Staff Recommendation: Approve IFB #20-01, Bus Stop Improvement Projects; Authorize Staff to Proceed with Solicitation of IFB and Award to Lowest Responsible Bidder

ACTION: Move_____ 2nd_____ Roll Call Vote

- 8.2 Approval of FY 2020/21 MBTA Operating and Capital Budgets
Staff Recommendation: Conduct Public Hearing and Approve MBTA FY 2020/21 Operating, Capital and Taxicab Budgets; Authorize MBTA to Submit Transit Claim

ACTION: Move_____ 2nd_____ Roll Call Vote

9.0 GENERAL MANAGER UPDATE

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

11.0 BOARD MEMBER COMMENTS - This is the time for comments from the Board members on any subject.

12.0 ADJOURNMENT The next board meeting will be scheduled on Thursday, July 23, 2020 at 5:00PM at the MBTA Joshua Tree Operations Center.

All items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

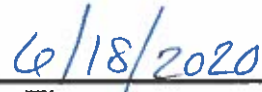
It is the intention of the Morongo Basin Transit Authority to comply with the Americans with Disabilities Act in all respects. If you have a disability and need accommodation to participate in the meeting, please call the Assistant Board Secretary at 760-366-2986 for assistance so the necessary arrangements can be made.

Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. All written materials relating to an agenda item to be discussed in open session of a regular meeting are distributed within 72 hours prior to the meeting and will be made available for public inspection. Documents may be viewed at 62405 Verbena Rd, Joshua Tree, CA 92252, from 8AM to 5PM Monday thru Friday, except legal holidays. Telephone inquiries may be made at 760-366-2985. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the Morongo Basin Transit Authority at, or prior to, the public meeting.

This agenda is certified to have been posted on or before June 22, 2020 at 5:00 P.M.




Cheri Holsclaw, Assistant Board Secretary



Date/Time

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: June 18, 2020
RE: Minutes of the May 28, 2020 Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

ITEM 5.1

MORONGO BASIN TRANSIT AUTHORITY

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, May 28, 2020 5:00PM
Morongo Basin Transit Center
62405 Verbena Road
Joshua Tree, CA 92252

ZOOM Meeting ID 960 4578 7046
ZOOM Password 195342

ACTION MINUTES

1.0 CALL TO ORDER – Chairman Drozd called the meeting to order at 5:02pm.

ROLL CALL - On call of the roll the following Board Members were present:
Merl Abel, Ellen Jackman, Mark Lundquist, Ben Sasnett, McArthur Wright and Jeff Drozd.
Karmollette O’Gilvie arrived at 5:07pm.

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Matt Atkins, Operations Manager, recognized George Hallas as the Employee of the Quarter. George was hired as a Coach Operator in 2018 and exhibited a positive attitude on a daily basis.

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

NONE

5.0 CONSENT CALENDAR

- 5.1 Minutes of the March 26, 2020 Board Meeting
- 5.2 Treasurer’s Reports for February and March 2020
- 5.3 Warrant Register through April 30, 2020
- 5.4 Ridership Reports
- 5.5 Financial Reports
- 5.6 Administration Report
- 5.7 Operations Report
- 5.8 LCTOP Bus Stop Improvement Project

5.9 Renewal of Pacific Western Bank Credit Line

ACTION: Board Member Wright moved to approve the Consent Calendar (items 5.1 - 5.9); seconded by Chairman Drozd: passed by Roll Call Vote (7-0).

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSIONS AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

NONE

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

8.1 Revisions of FY20 Budget

Mark Goodale, General Manager, presented a revised budget that included Cares ACT funding, Covid-19 related costs and a decrease in projected fares.

ACTION: Board Member Abel moved to approve Revisions to FY20 Operating Budget; seconded by Board Member Jackman: passed by Roll Call Vote (7-0).

8.2 FY 2020/21 Draft MBTA Operating and Capital Budgets

Mark Goodale provided details for items within the FY 2020/21 draft budgets. Nancy Strickert, SBCTA Transit Manager, cautioned the Board that SBCTA suspected MBTA would see a big hit to LTF resulting in a huge decrease to LTF in FY 2021/22. During the current FY, even though SBCTA was advised of the LTF numbers, they did not take any money away from Morongo Basin or any of the streets and roads to cover the decreased costs they were starting to see. That means moving forward, it would be important for MBTA to save all the money they could because in FY 2021/22, MBTA would see the steep decline from Covid-19. She felt the budget looked great as presented.

The Board provided no direction on changes.

9.0 GENERAL MANAGER UPDATE

Mark Goodale provided details on all the efforts being made for Covid-19, including an agreement with the Town of Yucca Valley to provide residents a free ride to the testing facility.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

Board Member Lundquist thanked Cheri for walking him through how to work Zoom.

Board Member Sasnett congratulated George Hallas on Employee of the Quarter and recognized Mark and staff for their hard work on the budgets. He also extended greetings to all his colleagues.

Board Member Jackman congratulated George on Employee of the Quarter and said it was nice to see everyone, particularly Board Member O'Gilvie since this was the first time they could see her. She also thought it was interesting to see the effect Coronavirus had on just one organization and the impact to all the organizations and individuals in Morongo Basin and commended staff on the superb job that they've done.

Board Member O'Gilvie encouraged MBTA staff to take advantage of the testing at the college the following week.

Chairman Jeff thanked everyone for attending; it was especially good to see Karmolette since she was new and Joe.

12.0 ADJOURNMENT


The meeting adjourned at 6:02pm Thursday, May 28, 2020.

Respectfully submitted,



Cheri Holsclaw, Asst. Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: June 18, 2020
RE: Treasurer's Report for April 2020

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORT


ITEM 5.2

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
April 30, 2020

Beginning Balance:	March 31, 2020	4,560,642
Receipts		330,530
Disbursements		678,542
Interest Received		<u>3,813</u>
Ending Balance:	April 30, 2020	<u>4,216,443</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 80,471	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees *	\$ 1,500,347	\$ -	0.00%
Union Bank	\$ 548,211	\$ -	0.00%
Pacific Western Bank	\$ 106,223	\$ -	0.00%
LAIF	\$ 871,364	\$ -	0.00%
US Bank PTMISEA	\$ 926,975	\$ -	0.00%
US Bank LCTOP	\$ 95,615	\$ -	0.00%
US Bank SGR (SB1)	\$ 87,237	\$ -	0.00%
		\$ -	0.00%
TOTAL INVESTMENTS	\$ 4,216,443	\$ -	

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: June 18, 2020
RE: Warrant Register through May 31, 2020

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

ITEM 5.3

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of May 31, 2020

Date	Num	Name	Memo	Amount
05/03/2020		SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
05/05/2020	43964	[EMPLOYEE]	WAGES	-1,510.36
05/07/2020	43965	US BANK	CREDIT CARD PYMT	-444.23
05/07/2020	43966	ALLIANT INSURANCE SERVICES	INSURANCE	-9,963.63
05/07/2020	43967	AMERIGAS	FUEL	-80.81
05/07/2020	43968	BELTZ	UTILITIES	-119.07
05/07/2020	43969	BURRTEC	UTILITIES	-69.55
05/07/2020	43970	CARQUEST - YUCCA VALLEY	PARTS	-162.09
05/07/2020	43971	FORENSIC DRUG TESTING	OTHER EMPLOYEE EXPENSE	-49.00
05/07/2020	43972	HI DESERT WATER DISTRICT	UTILITIES	-67.53
05/07/2020	43973	JOSHUA BASIN WATER DISTRICT	UTILITIES	-1,179.43
05/07/2020	43974	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
05/07/2020	43975	KCDZ	MARKETINGS	-440.00
05/07/2020	43976	NAPA	PARTS	-283.96
05/07/2020	43977	PARKHOUSE TIRES	TIRES	-682.09
05/07/2020	43978	QUILL CORPORATION	OFFICE SUPPLIES	-48.48
05/07/2020	43979	SUNNY AND SONS	OUTSIDE SERVICES	-65.00
05/07/2020	43980	VOYAGER	FUEL	-921.03
05/08/2020		[EMPLOYEE]	WAGES	-888.66
05/08/2020		[EMPLOYEE]	WAGES	-1,264.16
05/08/2020		[EMPLOYEE]	WAGES	-685.80
05/08/2020		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,158.35
05/08/2020		CALPERS HEALTH/RETIREMENT	PEPRA	-4,722.73
05/08/2020		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,524.67
05/08/2020		PAYCHEX	PAYROLL FEES	-335.11
05/08/2020		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-49,022.02
05/08/2020		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-6,863.47
05/08/2020		PAYCHEX INVESTMENT PARTNERSHIP	WAGE GARNISH - SHERIFF	-403.41
05/10/2020		SOUTHERN CALIFORNIA EDISON	UTILITIES	-4,094.70
05/12/2020		ARCO	FUEL	-405.26
05/14/2020	43981	FRONTIER COMMUNICATIONS	TELEPHONE	-188.99
05/14/2020	43982	CARQUEST - YUCCA VALLEY	PARTS	-126.76
05/14/2020	43983	DELL BUSINESS CREDIT	CAPITAL TO BE REIMBURSED	-1,638.60
05/14/2020	43984	DESERT ARC	OUTSIDE SERVICES	-247.00
05/14/2020	43985	FRONTIER COMMUNICATIONS	TELEPHONE	-53.51
05/14/2020	43986	GEYSER EQUIPMENT LLC	OUTSIDE SERVICES	-3,028.51
05/14/2020	43987	HI DESERT PUBLISHING	MARKETINGS	-1,116.08
05/14/2020	43988	NAPA	PARTS	-169.62
05/14/2020	43989	PALM SPRINGS MOTORS	PARTS	-38.24
05/14/2020	43990	PREFERRED BENEFIT	DENTAL INSURANCE	-1,743.00
05/14/2020	43991	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-516.12
05/14/2020	43992	THE GAS COMPANY	FUEL	-5,292.24
05/14/2020	43993	FRONTIER COMMUNICATIONS	TELEPHONE	-59.80
05/14/2020	43994	QUILL CORPORATION	OFFICE SUPPLIES	-48.48

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of May 31, 2020


05/15/2020		VISION SERVICE PLAN	VISION INSURANCE	-494.39
05/21/2020	43995	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
05/21/2020	43996	FRONTIER COMMUNICATIONS	TELEPHONE	-60.98
05/21/2020	43997	FRONTIER COMMUNICATIONS	TELEPHONE	-989.78
05/21/2020	43998	COPPER MOUNTAIN BROADCASTING	MARKETINGS	-528.00
05/21/2020	43999	CREATIVE BUS SALES - PARTS	PARTS	-176.79
05/21/2020	44000	IMAGE SOURCE	LEASE	-310.00
05/21/2020	44001	PALM SPRINGS MOTORS	PARTS	-123.33
05/21/2020	44002	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES	-18.59
05/21/2020	44003	SPECTRUM	UTILITIES	-404.47
05/21/2020	44004	MARK GOODALE	HRA REIMBURSEMENTS	-60.00
05/22/2020		[EMPLOYEE]	WAGES	-539.63
05/22/2020		[EMPLOYEE]	WAGES	-1,290.01
05/22/2020		[EMPLOYEE]	WAGES	-685.80
05/22/2020		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-2,987.69
05/22/2020		CALPERS HEALTH/RETIREMENT	PEPRA	-4,463.19
05/22/2020		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,460.45
05/22/2020		PAYCHEX	PAYROLL FEES	-324.45
05/22/2020		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-47,833.27
05/22/2020		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-6,378.60
05/22/2020		PAYCHEX INVESTMENT PARTNERSHIP	WAGE GARNISH - SHERIFF	-357.43
05/22/2020		TREP	MILEAGE REIMBURSEMENTS	-1,745.31
05/27/2020		CUMMINS CAL PACIFIC	VOIDED CHECK	0.00
05/29/2020	44005	GEORGE HALLAS	OTHER EMPLOYEE EXPENSE	-50.00
05/29/2020	44006	BLAS CRUZ	HRA REIMBURSEMENTS	-118.60
05/29/2020	44007	PATRICK FERREE	HRA REIMBURSEMENTS	-531.49
05/29/2020	44008	CYNTHIA LOPEZ	HRA REIMBURSEMENT	-88.89
05/29/2020	44009	VALERIE LIESENFELT	HRA REIMBURSEMENTS	-460.77
05/29/2020	44010	MELANIQUE DUBOSE	HRA REIMBURSEMENTS	-177.40
05/29/2020	44011	CHERI HOLSCLAW	HRA REIMBURSEMENT	-93.35
05/29/2020	44012	GEORGE HALLAS	HRA REIMBURSEMENTS	-30.91
05/29/2020	44013	ROY DAVIS	HRA REIMBURSEMENTS	-205.60
05/29/2020	44014	ANDREW BERNSTEIN	HRA REIMBURSEMENTS	-532.72
05/29/2020	44015	GARY COOPER	HRA REIMBURSEMENTS	-1,234.60
05/29/2020	44016	WILLIAM STARCK, II	HRA REIMBURSEMENTS	-378.69
05/29/2020	44017	JOSE GIRON	HRA REIMBURSEMENTS	-166.24
05/29/2020	44018	FRONTIER COMMUNICATIONS	TELEPHONE	-168.65
05/29/2020	44019	AT&T MOBILITY	TELEPHONE	-48.88
05/29/2020	44020	BURRTEC	UTILITIES	-226.31
05/29/2020	44021	CALIFORNIA ASSOC FOR COORD TRANSPORT/	UNIFORMS	-61.86
05/29/2020	44022	CITY OF TWENTYNINE PALMS	OUTSIDE SERVICES	-50.00
05/29/2020	44023	CREATIVE BUS SALES - PARTS	PARTS	-74.35
05/29/2020	44024	DEMSEY, FILLIGER & ASSOC	PROFESSIONAL FEES	-750.00
05/29/2020	44025	FRONTIER COMMUNICATIONS	TELEPHONE	-19.95
05/29/2020	44026	JESSUP AUTO PLAZA	PARTS	-83.89
05/29/2020	44027	PARKHOUSE TIRES	TIRES	-1,482.44
05/29/2020	44028	PRECISION LOCK	OUTSIDE SERVICES	-616.00

**MORONGO BASIN TRANSIT AUTHORITY
WARRANT REGISTER**

As of May 31, 2020

05/29/2020	44029	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-1,195.20
05/29/2020	44030	THE GAS COMPANY	UTILITIES	-14.30
05/29/2020	44031	XEROX CORPORATION	LEASE	-173.61
05/29/2020	44032	BEN SASNETT	BOARD MEMBER STIPEND	-100.00
05/29/2020	44033	KARMOLETTE O'GILVIE	BOARD MEMBER STIPEND	-100.00
05/29/2020		ELLEN JACKMAN	BOARD MEMBER STIPEND	-100.00
05/29/2020		JEFF DROZD	BOARD MEMBER STIPEND	-100.00
05/29/2020		MARK LUNDQUIST	BOARD MEMBER STIPEND	-100.00
05/29/2020		McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
05/29/2020		MERL ABEL	BOARD MEMBER STIPEND	-100.00
05/31/2020		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-46.29

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 20, 2020
RE: Ridership Reports

May's ridership was 12,586 vs. 26,980 last year. The agency seen an approximate 60% ridership reduction due to the impacts of COVID-19 and the stay at home order. On the positive side there was a 13% increase (1,504) of passengers from the previous month. Staff anticipates that as more restrictions are becoming reduced and more things opening well continue to see an increase. However, the rate of increase may be slow as some riders may have hesitation to use public transit. This is where the agency needs to continue some of its practices to boost customer confidence.

Due to it being free fare the farebox recovery did not meet the minimum TDA requirement (0.12%), we shall begin to see an increase starting in June.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.4



FY 2020 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for May

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	6,430	730.1	\$55,412	\$116	8.8	\$8.62	\$75.89	\$0.02	\$0.16	0.21%
1X	146	33.5	\$2,505	\$3	4.4	\$17.16	\$74.77	\$0.02	\$0.08	0.11%
3A	999	216.3	\$15,199	\$9	4.6	\$15.21	\$70.28	\$0.01	\$0.04	0.06%
3B	1,180	216.7	\$15,010	\$11	5.5	\$12.72	\$69.28	\$0.01	\$0.05	0.07%
7A	1,257	213.2	\$15,166	\$11	5.9	\$12.07	\$71.13	\$0.01	\$0.05	0.08%
7B	1,124	212.3	\$15,206	\$10	5.3	\$13.53	\$71.62	\$0.01	\$0.05	0.07%
12	75	69.1	\$5,610	\$41	1.1	\$74.80	\$81.21	\$0.55	\$0.59	0.73%
15	1	4.3	\$494	\$1	0.2	\$493.97	\$114.88	\$1.09	\$0.25	0.22%
21	531	190.3	\$14,920	\$5	2.8	\$28.10	\$78.42	\$0.01	\$0.03	0.03%
RR30	195	119.4	\$7,999	\$0	1.6	\$41.02	\$66.97	\$0.00	\$0.00	0.00%
RR31	143	73.6	\$5,318	\$0	1.9	\$37.19	\$72.23	\$0.00	\$0.00	0.00%
RR34	252	105.1	\$7,651	\$0	2.4	\$30.36	\$72.83	\$0.00	\$0.00	0.00%
RR36	14	35.1	\$2,567	\$0	0.4	\$183.35	\$73.20	\$0.00	\$0.00	0.00%
RR50	239	136.4	\$8,947	\$0	1.8	\$37.43	\$65.59	\$0.00	\$0.00	0.00%
Program:										
Commuter Service	76	73.4	\$6,104	\$42	1.0	\$80.32	\$83.18	\$0.55	\$0.57	0.69%
Demand Response	843	469.6	\$32,482	\$1	1.8	\$38.53	\$69.17	\$0.00	\$0.00	0.00%
Neighborhood Shuttles	11,667	1,812.4	\$133,419	\$165	6.4	\$11.44	\$73.62	\$0.01	\$0.09	0.12%
Mode:										
Bus (Motorbus)	11,667	1,812.4	\$133,419	\$165	6.4	\$11.44	\$73.62	\$0.01	\$0.09	0.12%
Commuter Bus	76	73.4	\$6,104	\$42	1.0	\$80.32	\$83.18	\$0.55	\$0.57	0.69%
Demand Response	843	469.6	\$32,482	\$1	1.8	\$38.53	\$69.17	\$0.00	\$0.00	0.00%
System Total:	12,586	2,355.3	\$172,004	\$208	5.3	\$13.67	\$73.03	\$0.02	\$0.09	0.12%




Monthly Ridership Report

May, FY 2020

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	11,318	6,430	14.3	8.8	10.35%	0.21%
12	445	75	2.9	1.1	14.31%	0.73%
15	175	1	3.4	0.2	24.64%	0.22%
1X	166	146	6.1	4.4	7.33%	0.11%
21	935	531	4.4	2.8	3.70%	0.03%
3A	2,053	999	8.7	4.6	8.17%	0.06%
3B	1,989	1,180	8.2	5.5	7.29%	0.07%
7A	2,580	1,257	10.8	5.9	8.93%	0.08%
7B	2,384	1,124	10.4	5.3	8.41%	0.07%
A1	77		1.7		62.52%	
A2	349		7.8		276.38%	
A3	92		2.1		77.89%	
B1	108		2.4		90.28%	
B2	206		4.1		149.70%	
B3	76		1.6		57.74%	
C1	166		3.3		121.50%	
C2	225		4.5		167.75%	
RR30	510	195	3.0	1.6	2.24%	0.00%
RR31	264	143	2.8	1.9	1.87%	0.00%
RR34	288	252	2.9	2.4	1.91%	0.00%
RR36	59	14	1.3	0.4	0.83%	0.00%
RR50	515	239	2.8	1.8	2.09%	0.00%
Program Subtotals						
Commuter Service	620	76	3.0	1.0	17.16%	0.69%
Demand Response	1,636	843	2.8	1.8	1.95%	0.00%
Joshua Tree National Park	1,299		3.4		126.46%	
Neighborhood Shuttles	21,425	11,667	10.8	6.4	8.56%	0.12%
System Total	24,980	12,586	7.9	5.3	16.24%	0.12%

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: May 20, 2020
RE: Financial Reports

Expenses for May were approximately 156k lower than budgeted (\$172,004 vs. \$328,649). Administrative (\$133,829), Maintenance (\$232,533) and Operations (\$227,889) departments were ahead of budget for the year. The agencies total operating expenses for the fiscal year is \$594K ahead of budget for the year.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.5

MORONGO BASIN TRANSIT AUTHORITY
Statement of Expenditures
During Fiscal Year ending 06/30/20
For Period Ending 05/31/20

Line	Administrative Exp.	FY 19/20 Budget	MAY		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 114,522.00	\$ 8,809.38	\$ 8,817.60	\$ 105,712.62	\$ 107,399.94	(1,687.32)	-2%
2	Office Salaries	157,202.00	\$ 12,092.46	9,623.01	\$ 145,109.54	115,908.50	29,201.04	20%
3	Board Members	7,000.00	\$ 583.33	700.00	\$ 6,416.67	4,299.08	2,117.59	33%
4	Payroll Taxes	7,129.00	\$ 548.38	261.53	\$ 6,580.62	6,111.23	469.39	7%
5	Health & Welfare	77,256.00	\$ 6,438.00	858.24	\$ 70,818.00	64,298.80	6,519.20	9%
6	Retirement:PERS	46,339.00	\$ 3,564.54	3,436.06	\$ 42,774.46	41,234.13	1,540.33	4%
7	Mileage	5,000.00	\$ 416.67	0.00	\$ 4,583.33	3,260.38	1,322.95	29%
8	Outside Services	49,761.00	\$ 4,146.75	2,084.52	\$ 45,614.25	39,319.63	6,294.62	14%
9	Prof. Fees	77,445.00	\$ 6,453.75	1,995.20	\$ 70,991.25	38,845.27	32,145.98	45%
10	Leases/Rents	7,112.00	\$ 592.67	483.61	\$ 6,519.33	5,730.90	788.43	12%
11	Utilities	117,826.00	\$ 9,818.83	6,175.36	\$ 108,007.17	80,882.40	27,124.77	25%
12	Marketing/Promotions	40,493.00	\$ 3,374.42	2,084.08	\$ 37,118.58	30,352.49	6,766.09	18%
13	Office Supplies	15,787.00	\$ 1,315.58	237.83	\$ 14,471.42	11,514.45	2,956.97	20%
14	Postage	2,913.00	\$ 242.75	-29.82	\$ 2,670.25	2,215.06	455.19	17%
15	Printing/Reproduction	16,493.00	\$ 1,374.42	0.00	\$ 15,118.58	5,471.04	9,647.54	64%
16	Training/Meetings	22,866.00	\$ 1,905.50	-286.77	\$ 20,960.50	14,627.08	6,333.42	30%
17	Interest Exp.	2,000.00	\$ 166.67	0.00	\$ 1,833.33	0.00	1,833.33	100%
18	Total Administrative	\$ 767,144.00	\$ 61,844.10	\$ 36,440.45	\$ 705,299.90	\$ 571,470.38	\$ 133,829.52	19%
Maintenance Expense								
19	Mechanic Salaries	\$ 139,909.00	\$ 10,762.23	10,068.80	\$ 129,146.77	\$ 124,051.77	5,095.00	4%
20	Misc. Work/Salaries	60,545.00	\$ 4,657.31	4,562.02	\$ 55,887.69	52,064.96	3,822.73	7%
21	Payroll Taxes	3,233.00	\$ 248.69	211.66	\$ 2,984.31	3,180.03	(195.72)	-7%
22	Health & Welfare	29,364.00	\$ 2,447.00	122.35	\$ 26,917.00	17,077.11	9,839.89	37%
23	Retirement:PERS	15,291.00	\$ 1,176.23	884.34	\$ 14,114.77	10,771.43	3,343.34	24%
24	Uniforms	4,950.00	\$ 412.50	419.69	\$ 4,537.50	2,065.91	2,471.59	54%
25	Outside Services	42,942.00	\$ 3,578.50	3,311.54	\$ 39,363.50	19,990.87	19,372.63	49%
26	Parts	94,343.00	\$ 7,861.92	1,104.28	\$ 86,481.08	37,942.94	48,538.14	56%
27	Fluids	19,983.00	\$ 1,665.25	35.87	\$ 18,317.75	9,886.92	8,430.83	46%
28	Tires	66,860.00	\$ 5,571.67	2,164.53	\$ 61,288.33	46,439.08	14,849.25	24%
29	Accident Repair	25,626.00	\$ 2,135.50	-5,570.71	\$ 23,490.50	-384.96	23,875.46	102%
30	Tools	2,144.00	\$ 178.67	0.00	\$ 1,965.33	495.92	1,469.41	75%
31	Consulting	2,533.00	\$ 211.08	0.00	\$ 2,321.92	990.00	1,331.92	57%
32	Shop Supplies	2,905.00	\$ 242.08	98.88	\$ 2,662.92	1,849.99	812.93	31%
33	Facility Supplies	32,095.00	\$ 2,674.58	939.93	\$ 29,420.42	8,271.70	21,148.72	72%
34	Training/Meetings	8,689.00	\$ 724.08	0.00	\$ 7,964.92	2,083.65	5,881.27	74%
35	Shelter Maintenance	2,681.00	\$ 223.42	0.00	\$ 2,457.58	66.06	2,391.52	97%
36	CNG Stations Maint.	112,608.00	\$ 9,384.00	662.00	\$ 103,224.00	43,169.08	60,054.92	58%
37	Total Maintenance	\$ 666,701.00	\$ 54,154.71	\$ 19,015.18	\$ 612,546.29	\$ 380,012.46	\$ 232,533.83	38%
Operations Expense								
38	Mgmt/Supv Salaries	\$ 138,135.00	\$ 10,625.77	9,908.23	\$ 127,509.23	\$ 118,968.08	8,541.15	7%
39	Operator Wages	996,907.00	\$ 76,685.15	63,783.67	\$ 920,221.85	835,283.03	84,938.82	9%
40	Dispatch Wages	180,269.00	\$ 13,866.85	12,696.09	\$ 166,402.15	152,604.70	13,797.45	8%
41	Payroll Taxes	30,067.00	\$ 2,312.85	-321.45	\$ 27,754.15	18,931.99	8,822.16	32%
42	Health & Welfare	251,566.00	\$ 20,963.83	3,180.03	\$ 230,602.17	218,203.53	12,398.64	5%
43	Retirement:PERS	207,023.00	\$ 15,924.85	6,291.01	\$ 191,098.15	135,691.12	55,407.03	29%
44	Safety Incentive Program	8,800.00	\$ 733.33	0.00	\$ 8,066.67	8,100.00	(33.33)	0%
45	Workers'Comp	187,000.00	\$ 15,583.33	0.00	\$ 171,416.67	170,192.00	1,224.67	1%
46	Other Employee Exp.	23,388.00	\$ 1,949.00	99.00	\$ 21,439.00	16,413.14	5,025.86	23%
47	Mileage	1,800.00	\$ 150.00	0.00	\$ 1,650.00	730.07	919.93	56%
48	Uniforms	12,881.00	\$ 1,073.42	78.00	\$ 11,807.58	6,858.18	4,949.40	42%
49	Outside Services	15,865.00	\$ 1,322.08	0.00	\$ 14,542.92	14,853.10	(310.18)	-2%
50	Tel/Cell/Internet/Fax	29,741.00	\$ 2,478.42	2,378.52	\$ 27,262.58	26,826.10	436.48	2%
51	Radio Expense	10,000.00	\$ 833.33	0.00	\$ 9,166.67	6,288.98	2,877.69	31%
52	Fuel	219,960.00	\$ 18,330.00	6,638.56	\$ 201,630.00	173,675.56	27,954.44	14%
53	Trainings/Meetings	13,900.00	\$ 1,158.33	0.00	\$ 12,741.67	3,022.68	9,718.99	76%
54	Insurance	317,284.00	\$ 26,440.33	9,277.88	\$ 290,843.67	295,334.45	(4,490.78)	-2%
55	Deferred Comp Match	28,860.00	\$ 2,220.00	2,539.24	\$ 26,455.00	30,743.51	(4,288.51)	-16%
56	Total Operations	\$ 2,673,446.00	\$ 212,650.88	\$ 116,548.78	\$ 2,460,610.12	\$ 2,232,720.22	\$ 227,889.90	9%
57	Grand Total of Op Exp	\$ 4,107,291.00	\$ 328,649.69	\$ 172,004.41	\$ 3,778,456.31	\$ 3,184,203.06	\$ 594,253.25	16%

MORONGO BASIN TRANSIT AUTHORITY
Statement of Income
05/31/20

Other Revenue		MAY		YTD Bdgt	YTD Actual		
1	Interest	\$ 152.00	12.67	16.34	139.33	\$ 19,817.20	\$ 19,677.87 14123%
2	Other Revenue	3,000.00	250.00	400.00	2,750.00	22,446.48	19,696.48 716%
3	CNG Fuel	11,889.00	990.75	673.04	10,898.25	5,335.57	(5,562.68) 100%
4	Gain on Sale of Assets	0.00	0.00	15,250.00	0.00	32,875.00	32,875.00 0%
5	Total Other Revenue	\$ 15,041.00	\$ 1,253.42	\$ 16,339.38	\$ 13,787.58	\$ 80,474.25	\$ 66,686.67 484%

Passenger Fares		MAY		YTD Bdgt	YTD Actual		
6	Fixed Route	\$ 154,266.45	12,855.54	165.00	141,410.91	\$ 140,425.69	\$ (985.22) -1%
7	Ready Ride	33,226.62	2,768.89	1.25	30,457.74	21,101.40	(9,356.34) -31%
8	Palm Spr./Palm Des.	26,106.63	2,175.55	42.00	23,931.08	31,658.47	7,727.39 32%
9	Office Passes	23,733.30	1,977.78	0.00	21,755.53	45,444.00	23,688.48 109%
10	LCTOP CMC Subsidy	47,336.00	4,303.27	0.00	47,336.00	47,336.00	- 0%
11	Total Fare Revenue	\$ 284,669.00	\$ 24,081.02	\$ 208.25	\$ 264,891.25	\$ 285,965.56	\$ 21,074.31 8%

Current Support Funding - Operations		Grant Amt	Received	Prior FY	Received	Balance Due
12	Local Transit Funds	2,824,270.00			\$ 2,804,411.00	\$ 19,859.00
13	Section 5311 Opr.Asst FY 20	398,562.00				\$ 398,562.00
14	Cares ACT (Supplemental 5311)	441,449.00				\$ 441,449.00
15	Measure I	103,300.00	\$ 7,590.98		\$ 114,091.59	\$ (10,791.59)
16	AB 2766	40,000.00			\$ 40,000.00	\$ -
17	Total Sup. Fund.Ops	\$3,807,581.00	\$ 7,590.98		\$ 2,958,502.59	\$ 849,078.41
18	Total Operating Revenues	\$ 4,107,291.00	\$ 24,138.61		\$ 3,324,942.40	\$ 936,839.39

Prior Year Support Funding - Operations		Grant Amt	Received	Prior FY	Received	Balance Due
19	Section 5311 Opr.Asst FY 19	398,562.00				\$ 398,562.00
20	Total Prior Year Operating Revenues	\$ 398,562.00	\$ -		\$ -	\$ 398,562.00

Current Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
21	Disp & Maint Equip STA FY20	\$ 10,000.00				\$ 10,000.00
22	Engine Overhauls STA FY20	\$ 25,000.00				\$ 25,000.00
23	Shop Equipment STA FY20	\$ 25,000.00			\$ 23,926.95	\$ 1,073.05
24	Bus Wash System STA FY20	\$ 67,950.00				\$ 67,950.00
25	Staff Vehicle Replacements STA FY20	\$ 52,778.00	\$ 52,590.68		\$ 52,590.68	\$ 187.32
26	Bus Stop Improvements LCTOP / ART3	\$ 132,463.00			\$ 103,939.00	\$ 28,524.00
27	Roadway Project SGR FY20	\$ 29,640.00	\$ 26,368.37		\$ 29,640.00	\$ -
28	YV Surveillance SGR FY20	\$ 16,451.00			\$ 16,451.00	\$ -
29	PV Stops SGR FY20	\$ 26,291.00			\$ 26,291.00	\$ -
30	Bus Shelter Rehabilitations SGR FY20	\$ 38,934.00	\$ 2,599.71		\$ 2,599.71	\$ 36,334.29
31	Total Current Capital Funding	\$ 424,507.00	\$ 81,558.76		\$ 255,438.34	\$ 169,068.66

Prior Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
32	Vehicles: 5 Replacements CMAQ / STA	\$ 1,025,275.00	\$ 2,499.80		\$ 3,449.80	\$ 1,021,825.20
33	Vehicles: 6 Replacements CMAQ/PTM/SEA	\$ 770,013.00		\$ 259,278.09	\$ 300,132.00	\$ 210,602.91
34	REI Equipment LTF FY15 Realloc	\$ 5,000.00		\$ 4,240.00		\$ 760.00
35	29Palms CNG Station LTF FY18	\$ 130,000.00				\$ 130,000.00
36	Bus Stop Improvements LTF FY18	\$ 70,000.00				\$ 70,000.00
37	Twentynine Palms Land LTF FY18	\$ 90,000.00	\$ 6,706.95		\$ 6,706.95	\$ 83,293.05
38	Video Surveillance LTF FY18	\$ 20,000.00				\$ 20,000.00
39	Maint Facility Lot Resurface SGR FY19	\$ 34,000.00		\$ 17,999.65	\$ 15,957.24	\$ 43.11
40	Shelter & Lighting SGR FY19	\$ 25,272.00			\$ 25,272.00	\$ -
41	Engine Overhauls STA & LTF FY18	\$ 100,000.00		\$ 19,138.00	\$ 5,862.00	\$ 75,000.00
42	Engine Overhauls STA / SGR FY19	\$ 83,806.00		\$ 58,805.12	\$ 0.88	\$ 25,000.00
43	Landscape & Lighting STA FY11 Realloc.	\$ 15,000.00		\$ 11,852.00		\$ 3,148.00
44	Add'l Bus Stop Improv STA FY15 Realloc	\$ 235,153.00		\$ 209,564.00	\$ 9,698.00	\$ 15,891.00
45	Disp & Maint Equip STA FY16	\$ 10,000.00		\$ 7,657.00	\$ 2,343.00	\$ -
46	AVL/GPA Equipment STA FY17	\$ 6,000.00				\$ 6,000.00
47	Disp & Maint Equip STA FY17	\$ 10,000.00			\$ 5,211.84	\$ 4,788.16
48	Disp & Maint Equipment STA FY18	\$ 10,000.00				\$ 10,000.00
49	Shop Equipment STA FY18	\$ 51,661.00			\$ 51,661.00	\$ -
50	AVL/GPS Equipment STA FY19	\$ 85,000.00				\$ 85,000.00
51	Cost Allocation Study STA FY19	\$ 20,000.00		\$ 13,682.00	\$ 3,799.00	\$ 2,519.00
52	Disp & Maint Equip STA FY19	\$ 10,000.00			\$ 824.00	\$ 9,176.00
53	JTNP MAYketing & Sign STA FY19	\$ -				\$ -
54	Short Range Transit Plan STA FY19	\$ 107,000.00	\$ 2,158.93	\$ 43,978.00	\$ 41,839.03	\$ 21,182.97
55	Vehicles: 1 Class E STA FY19	\$ 68,368.00				\$ 68,368.00
56	Bus Stop Improvements STA FY19 / SGR	\$ 137,436.00		\$ 67,436.00		\$ 70,000.00
57	JT Facility Upgrade STA LTF FY16	\$ 6,163.00		\$ 2,550.00		\$ 3,613.00
58	Total Prior Capital Funding	\$3,125,147.00	\$11,365.68	\$716,179.86	\$472,756.74	\$1,936,210.40

Procurement Budget			Grant Amt	Sent	Received	Sent	Received	Balance Due
59	Procurement Bid Income		\$ 315,000.00		\$ 2,397.42		\$ 173,129.18	\$ 141,870.82
60	Procurement Bid Expenses		\$ (120,000.00)	\$ 7,147.20		\$ 110,123.98		\$ (9,876.02)
61	TAG Program		\$ (50,000.00)			\$ 137,896.47		\$ 87,896.47
62	Total Procurement Budget		\$ 145,000.00	\$ 7,147.20	\$ 2,397.42	\$ 248,020.45	\$ 173,129.18	\$ (74,891.27)

FY 19/20 TREP Budget			Grant Amt	MAY		Year to Date		Balance Due
				Sent	Received	Sent	Received	
63	TREP Revenue	Measure I	\$ 1,000.00					\$ 1,000.00
64	TREP Revenue	5310 Balance	\$ 114,256.58				\$ 47,427.36	\$ 66,829.22
65	Program Administrator		\$ (7,215.00)	\$ 82.28		\$ 4,072.86		\$ (3,142.14)
66	Client Relations Clerk		\$ (39,017.58)	\$ 2,677.40		\$ 31,523.44		\$ (7,494.14)
67	Administrative Expenses		\$ (1,000.00)			\$ -		\$ (1,000.00)
68	Mileage Reimbursements		\$ (68,024.00)	\$ 1,745.31		\$ 25,502.71		\$ (42,521.29)
69	Total TREP Funding		\$ -	\$ 4,504.99	\$ -	\$ 61,099.01	\$ 47,427.36	\$ 53,157.57


MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/20
For Period ending 05/31/20

Line		FY 19/20	MONTH	MAY	Year to Date		Year to Date	
		Budget	Budget	Actual	Budget	Actual	Variance	%
	Administrative Exp.							
1	Legal Expenses	3,000.00	250.00	0.00	2,750.00	0.00	\$ (2,750.00)	-100%
2	Insurance	3,000.00	250.00	250.00	2,750.00	2,750.00	\$ -	0%
3	Taxicab Administrator	5,030.00	419.17	292.30	4,610.83	4,664.43	\$ 53.60	1%
4	Office Clerk	3,750.00	312.50	152.27	3,437.50	2,785.35	\$ (652.15)	-19%
5	Drug & Alcohol Testing	2,000.00	166.67	0.00	1,833.33	674.50	\$ (1,158.83)	-63%
6	Background Checks	1,000.00	83.33	0.00	916.67	160.00	\$ (756.67)	-83%
7	Printing/Office/Meters	500.00	41.67	25.00	458.33	428.67	\$ (29.66)	-6%
8	Rent & Utilities	2,400.00	200.00	200.00	2,200.00	2,200.00	\$ -	0%
9	Total Administrative Exp.	\$ 20,680.00	\$ 7,250.00	\$ 919.57	\$ 18,956.67	\$ 13,662.95	\$ (5,293.72)	-28%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 19/20	MONTH	MAY	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	1,000.00	83.33	0.00	916.67	400.00	\$ (516.67)	-56%
12	Vehicles Permit Fees	18,000.00	1,500.00	300.00	16,500.00	11,690.00	\$ (4,810.00)	-29%
13	Driver Renewal Fees	1,500.00	125.00	0.00	1,375.00	480.00	\$ (895.00)	-65%
14	Transfer Fees	80.00	0.00	0.00	73.33	0.00	\$ (73.33)	100%
15	Fines	100.00	8.33	0.00	91.67	0.00	\$ (91.67)	-100%
16	TOTAL REVENUE	\$ 20,680.00	\$ 1,716.67	\$ 300.00	\$ 18,956.67	\$ 12,570.00	\$ (6,386.67)	-34%

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: June 18, 2020
RE: Administrative Report

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.6



June 16, 2020

Administrative Report

The following administrative report includes reporting information for the following month(s):
May.

COVID-19 Response/Related Activities

In response to the COVID -19 pandemic, MBTA staff took the following steps to ensure the safety of our employees and customers. MBTA is still undergoing its rephasing to resume normal service with a few adjustments that may remain ongoing.

Phase 1: On May 11th, MBTA no longer required the use of face coverings. However, due to the social distancing challenges on the buses, MBTA strongly encouraged the continued use of face coverings.

Phase II: May 18th, Route 12 to Palm Springs resumed regularly scheduled service. Because of the continued restrictions in Riverside county, it was stressed on the importance of knowing such restrictions prior to making the trip.

On-going communications requesting that customers keep a mask readily available for use when using public transit. Make essential trips only and continue to practice social distancing, as best as possible.

MBTA continued its fareless system until new protocols were in place and the continuance of earlier Ready Ride pick up times for senior shopping.

Phase III: May 30th – Current; Route 15 to Palm Springs resumed regularly scheduled service with the same advisements as Route 12. MBTA reopened the front lobby with additional safety/ sanitizing protocols. MBTA resumed collecting fares and selling passes. Increased cleaning procedures for facilities and vehicles remain in effect.

Upcoming activities

In the coming weeks, MBTA will be installing a more permanent safety barrier around the driver's compartment called the DryVGard, Operators Personal Protection Guard (OPPG). This barrier serves several purposes. It helps reduce the spread of communicable airborne illness's such as COVID-19, and helps reduce driver assaults.



In addition to the increased cleaning procedures and driver barriers, staff will be temporarily installing additional security measures to help reduce the spread of illness. This PPE called the “Sneeze Guard” helps protect passengers from sneezes, coughs, droplets and other airborne threats and germs.



MORONGO BASIN TRANSIT AUTHORITY

TO: Mark Goodale, General Manager
FROM: Matthew Atkins, Operations Manager
DATE: June 16, 2020

RE: Operations Status Report for May 2020

PERSONNEL

Staffing

Total Coach Operators – May – 26
Total Dispatchers – May – 4

Overtime

Operators – May – 3.06%
Dispatchers – May – 5.27%
(Coverage for Dispatchers vacation and medical leaves)

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On time performance for the reporting period:

May- Ready Ride – 92.4%, Fixed Route – 97.4%

Staff received 2 customer contacts for May. These contacts were recorded as 1 complaint about a driver and 1 complaint about another passenger. Both complaints have been addressed with customer follow up.

As of May 31, 2020, staff completed 75 days free of any preventable accidents and /or injuries.

With temperatures starting to rise, cooling towels have been dispersed out to all employees to help mitigate the coming summer heat.

To help promote the visibility and safety of employees working in the yard or out in the field, high visibility reflective safety vests have been issued to those employees who have the potential of having to work outside of the office.

TAXI


New Driver Permits – May -0
Permit Renewals – May – 0
Denied Applications – May – 0
May - 5 Cab Companies, 8 Registered Cabs, 16 Registered Drivers.

MAINTENANCE

Maintenance completed: May with 1 road calls and 0 tows.
Total mileage driven for May was 51,210 with a CPM (cost per mile) of \$0.37

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: June 15, 2020

RE: Approval of Bus Stop Improvement Bid IFB #20-01

Staff is requesting approval to proceed with solicitation IFB #20-01, a sealed bid solicitation for the construction and installation of a bus turnout and transit amenities installation.


This project involves the improvement of two different locations: (1) site preparation, sidewalk, ADA improvements and bus shelter installation at the location of Highway 62 at Dumosa Ave. (2) site preparation, bus stop turnout, sidewalk, ADA improvements and bus stop amenities located in Twentynine Palms on Adobe Road at Indian Trail (NB)

Staff has received the required permits from Caltrans for the stop in Yucca Valley and the successful bidder will pull the required permits from the City of Twentynine Palms

The above project is fully funded by a Low Carbon Transit Operating Program and Article 3 grants (TDA 3; provides funding annually for bicycle and pedestrian projects).

STAFF RECOMMENDATION: APPROVAL OF IFB #20-01, BUS STOP IMPROVEMENT PROJECTS; AUTHORIZE STAFF TO PROCEED WITH SOLICITATION OF IFB AND AWARD TO LOWEST RESPONSIBLE BIDDER.

MORONGO BASIN TRANSIT AUTHORITY

To: MBTA Board of Directors
From: Mark Goodale, General Manager 
Date: June 16, 2020

Re: Approval of FY 2020-21 MBTA Budgets

Presented for your approval is the FY 2020-21 Final Operating, Capital and Taxicab Budgets for the Morongo Basin Transit Authority.

Change from draft budget: Line 59: Workers' Comp – Final premium rates distributed to agency. Due to anticipated COVID-19 related claims the premiums increased by approximately 25K. If the total paid out claims come in lower than anticipated the agency may see a dividend that can be applied to the next years premiums.

The budget presented to the board in draft form was distributed to staff of the City, Town Managers and SBCTA staff for review and comment.

No comments were received were by the Technical Advisory Committee.

Attached for your reference are the following:

- MBTA Operating and Capital Budgets
- Staff Report for Draft Budget
- SBCTA Transit Claim System Form
- Taxicab Administration Budget

STAFF RECOMMENDATION: CONDUCT PUBLIC HEARING AND APPROVE MBTA FY 2020-21 OPERATING, CAPITAL AND TAXICAB BUDGETS; AUTHORIZE MBTA TO SUBMIT TRANSIT CLAIM

MBTA 2020-21 FINAL BUDGET

Operations Budget

Line	Revenue Section	Approved 2020 Budget	FY 2020 Estimate	Proposed 2021 Budget	Notes	\$ Chg.	% Chg.
1	Passenger Fares	\$ 237,333	\$ 237,333	\$ 200,000		\$ (37,333)	-15.73%
2	LCTOP CMC Subsidy	\$ 47,336	\$ 47,336	\$ 77,065		\$ 29,729	100.00%
3	FTA Section 5311	\$ 398,562	\$ 398,562	\$ 421,203		\$ 22,641	5.68%
4	Other	\$ 15,041	\$ 27,232	\$ 15,041		\$ (0)	0.00%
5	Measure I	\$ 103,300	\$ 103,300	\$ 92,800		\$ (10,500)	-10.16%
6	AB 2766	\$ 40,000	\$ 40,000	\$ 40,000		\$ -	100.00%
7	LTF	\$ 2,824,270	\$ 2,824,270	\$ 2,836,359		\$ 12,089	0.43%
8	CARES Act (Supplement 5311)	\$ 441,449	\$ 441,449	\$ 475,517	Coronavirus Aid Security Act	\$ 34,068	7.72%
9	Total Revenues:	\$ 4,107,291	\$ 3,678,033	\$ 4,157,985		\$ 50,694	1.23%

Line	Administrative Expenses	Approved 2020 Budget	FY 2020 Estimate	Proposed 2021 Budget	Notes	\$ Chg.	% Chg.
10	General Manager	\$ 114,522	\$ 114,232	\$ 117,843	2.9% COLA	\$ 3,321	2.90%
11	Office Manager	\$ 87,078	\$ 87,078	\$ 89,604	2.9% COLA	\$ 2,525	2.90%
12	Office Clerk (1)	\$ 50,419	\$ 50,419	\$ 54,402	2.9% COLA + Merit	\$ 3,983	7.90%
13	Office Clerk (2)	\$ 19,706	\$ 19,706	\$ 20,277	2.9% COLA	\$ 571	2.90%
14	Board Meetings	\$ 7,000	\$ 5,000	\$ 7,000		\$ -	0.00%
15	Payroll taxes	\$ 7,129	\$ 5,474	\$ 7,379		\$ 250	3.50%
16	Health & Welfare	\$ 77,256	\$ 82,727	\$ 77,256		\$ -	0.00%
17	Retirement	\$ 46,339	\$ 44,662	\$ 50,103	Employer Rate per CalPERS	\$ 3,765	8.12%
18	Mileage	\$ 5,000	\$ 4,880	\$ 5,000		\$ -	0.00%
19	Outside Services	\$ 49,761	\$ 50,502	\$ 54,601	Facility Sanitizing	\$ 4,840	9.73%
20	Prof. Fees	\$ 77,445	\$ 55,074	\$ 77,445		\$ -	0.00%
21	Leases/Rents/Software	\$ 7,112	\$ 5,930	\$ 7,112		\$ -	0.00%
22	Utilities	\$ 117,826	\$ 96,530	\$ 101,500		\$ (16,326)	-13.86%
23	Marketing/Promotions	\$ 40,493	\$ 40,266	\$ 45,493	Add'l Ridership Marketing	\$ 5,000	12.35%
24	Office Supplies	\$ 15,787	\$ 15,715	\$ 21,245	Add'l Fare Security	\$ 5,458	34.57%
25	Postage	\$ 2,913	\$ 2,566	\$ 2,997		\$ 84	2.90%
26	Printing & Reproduction	\$ 16,493	\$ 10,128	\$ 16,971		\$ 478	2.90%
27	Training/Meetings	\$ 22,866	\$ 29,662	\$ 29,662		\$ 6,796	29.72%
28	Interest Exp.	\$ 2,000	\$ -	\$ 2,000		\$ -	0.00%
29	Total Administration:	\$ 767,145	\$ 720,549	\$ 787,891		\$ 20,746	2.70%

Line	Maintenance Expenses	Approved 2020 Budget	FY 2020 Estimate	Proposed 2021 Budget	Notes	\$ Chg.	% Chg.
30	Lead Tech Supervisor	\$ 76,815	\$ 76,815	\$ 82,884	2.9% COLA + Merit	\$ 6,068	7.90%
31	Mechanic	\$ 63,091	\$ 63,091	\$ 68,075	2.9% COLA + Merit	\$ 4,984	7.90%
32	Utility Worker	\$ 40,839	\$ 40,839	\$ 42,024	2.9% COLA	\$ 1,184	2.90%
33	Maint Admin	\$ 19,706	\$ 19,706	\$ 20,277	2.9% COLA	\$ 571	2.90%
34	Payroll Taxes	\$ 3,233	\$ 3,233	\$ 3,489		\$ 255	7.90%
35	Health & Welfare	\$ 29,364	\$ 24,864	\$ 29,364		\$ -	0.00%
36	Retirement	\$ 15,291	\$ 11,708	\$ 17,816	Employer Rate per CalPERS	\$ 2,525	16.51%
37	Uniforms	\$ 4,950	\$ 4,694	\$ 4,000	Safety Uniforms	\$ (950)	-19.19%
38	Outside Services	\$ 42,942	\$ 34,626	\$ 49,187	Shelters Sanitizing	\$ 6,245	14.54%
39	Parts*	\$ 94,343	\$ 48,856	\$ 55,279	Decreased Parts and Costs	\$ (39,064)	-41.41%
40	Fluids*	\$ 19,983	\$ 11,016	\$ 14,974	Projected Cost increase	\$ (5,008)	-25.06%
41	Tires*	\$ 66,860	\$ 56,567	\$ 76,799	Projected Cost increase	\$ 9,939	14.87%
42	Accident Repair	\$ 25,626	\$ 19,465	\$ 26,369	Deductible costs	\$ 743	2.90%
43	Tools	\$ 2,144	\$ 612	\$ 2,206		\$ 62	2.90%
44	Consulting	\$ 2,533	\$ 2,540	\$ 2,606		\$ 73	2.90%
45	Shop Supplies	\$ 2,905	\$ 1,098	\$ 5,990		\$ 3,084	106.16%
46	Facility Supplies	\$ 32,095	\$ 20,878	\$ 20,878		\$ (11,217)	-34.95%
47	Training/Meetings	\$ 8,689	\$ 8,674	\$ 8,674	Includes Covid 19 Mtg's	\$ (15)	-0.17%
48	Shelter Maintenance	\$ 2,681	\$ 2,732	\$ 2,732	Increase in shelters	\$ 51	1.90%
49	CNG Stations Maintenance	\$ 112,608	\$ 44,513	\$ 115,874	Increased repair frequency and parts cost	\$ 3,266	2.90%
50	Total Maintenance:	\$ 666,700	\$ 496,528	\$ 649,498		\$ (17,202)	-2.58%

Line	Operations Expenses	Approved 2020 Budget	FY 2020 Estimate	Proposed 2021 Budget	Notes	\$ Chg.	% Chg.
51	Operations Manager	\$ 92,041	\$ 92,041	\$ 99,312	2.9% COLA + Merit	\$ 7,271	7.90%
52	Safety & Training Supervisor	\$ 46,094	\$ 46,094	\$ 49,736	2.9% COLA + Merit	\$ 3,641	7.90%
53	Operator Wages	\$ 996,907	\$ 996,907	\$ 926,913	2.9% COLA + Merits	\$ (69,994)	-7.02%
54	Dispatch Wages	\$ 180,269	\$ 180,269	\$ 173,694	2.9% COLA + Merits	\$ (6,575)	-3.65%
55	Payroll Taxes	\$ 30,068	\$ 30,068	\$ 29,992		\$ (76)	-0.25%
56	Health & Welfare	\$ 251,566	\$ 276,785	\$ 251,566		\$ -	0.00%
57	Retirement	\$ 207,023	\$ 197,477	\$ 217,374		\$ 10,351	5.00%
58	Safety Incentive Program	\$ 8,800	\$ 8,800	\$ 8,800		\$ -	0.00%
59	Workers' Comp.	\$ 187,000	\$ 216,608	\$ 257,138	Increased Rates (Prism Provided)	\$ 70,138	37.51%
60	Other Employee Exp.	\$ 23,388	\$ 23,388	\$ 23,388		\$ -	0.00%
61	Mileage	\$ 1,800	\$ 890	\$ 1,800		\$ -	0.00%
62	Uniforms	\$ 12,881	\$ 11,797	\$ 13,254		\$ 374	2.90%
63	Outside Services	\$ 15,865	\$ 29,466	\$ 16,325		\$ 460	2.90%
64	Tel/cell/internet/fax etc.	\$ 29,741	\$ 28,487	\$ 31,323		\$ 1,582	5.32%
65	Radio Exp.	\$ 10,000	\$ 4,340	\$ 10,000		\$ -	0.00%
66	Fuel	\$ 219,960	\$ 257,651	\$ 230,958		\$ 10,998	5.00%
67	Training/Meetings	\$ 13,900	\$ 14,486	\$ 4,400		\$ (9,500)	-68.35%
68	Insurance	\$ 317,284	\$ 317,873	\$ 340,964	Increased CalTIP rates throughout POC	\$ 23,680	7.46%
69	Deferred Comp Match	\$ 28,860	\$ 33,205	\$ 33,660	Increased Employee Participation	\$ 4,800	16.63%
70	Total Operations:	\$ 2,673,446	\$ 2,766,632	\$ 2,720,596		\$ 47,150	1.76%

71	Grand Total Operations:	\$ 4,107,291	\$ 3,983,708	\$ 4,157,985		\$ 50,694	1.23%
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Capital Budget

Line	FY 20-21 Capital Budget	STAF	ART 3	CMAQ	SGR	LCTOP	LTF	TOTAL
72	Dispatch & Maint. Office Equip	\$ 10,000						\$ 10,000
73	Engine Overhauls				\$ 25,000			\$ 25,000
74	Fare Media Structure	\$ 50,000						\$ 50,000
75	Bus Wash System	\$ 7,500						\$ 7,500
76	Enclosed Bike Racks		\$ 29,380					\$ 29,380
77	Class H Replacement Vehicles			\$ 1,214,400				\$ 1,214,400
78	Supervisor Van				\$ 30,185			\$ 30,185
79	Bus Stop Improvements				\$ 66,770	\$ 78,354		\$ 145,124
80	Total Capital Budget:	\$ 67,500	\$ 29,380	\$ 1,214,400	\$ 121,955	\$ 78,354	\$ -	\$ 1,511,589

TREP Budget

Line	FY 20-21 Trep Budget	Revenue	Expenses	TOTAL
81	5310 Grant Award	\$ 117,668		\$ 117,668
82	Program Administrator		\$ 7,405	\$ (7,405)
83	Client Relations Clerk		\$ 34,663	\$ (34,663)
84	Mileage Reimbursements		\$ 75,600	\$ (75,600)
85	Total TREP Budget:	\$ 117,668	\$ 117,668	\$ -

Procurement Budget

Line	FY 20-21 Procurement Budget	Revenue*	Expenses	TOTAL
86	Procurement Bid Income	<i>Conservative Estimate</i>	\$ 315,000	\$ 315,000
87	TAG Program		\$ 50,000	\$ (50,000)
88	Procurement Bid Expenses	<i>Director, Consulting, Legal, Meetings, etc.</i>	\$ 125,610	\$ (125,610)
89	Total Procurement Budget:	\$ 315,000	\$ 175,610	\$ 139,390

*Revenue estimate-based on expected sales. To be incorporated into support funding upon receipt.

Taxi Budget

Line	FY 20-21 Taxi Budget	Revenue	Expenses	TOTAL
90	Revenue	\$ 13,680		\$ 13,680
91	Administrative Expenses		\$ 13,680	\$ (13,680)
92	Total Taxi Budget:	\$ 13,680	\$ 13,680	\$ -

MORONGO BASIN TRANSIT AUTHORITY

To: MBTA Board of Directors
From: Mark Goodale, GM
Date: May 19, 2020

Re: FY 2020/21 Draft MBTA Operating and Capital Budgets

Presented for your review is MBTA's FY 2020/21 Draft Operating and Capital Budgets.

Revenue Summary -

- Estimated \$200,000 in passenger fare revenue is reduced due to loss of ridership as a result of COVID -19.
- LCTOP CMC Subsidy - \$77,065. This Low Carbon Transit Operating Program will be used to continue the free fare subsidy for Copper Mountain College students.
- Federal (5311) funding for FY21 is \$421,203. Remains stable.
- Other \$15,041 – CNG Fuel Sold, Interest, etc.
- Measure I Operations Funds - \$92,800. Measure I, a half-cent sales tax collected throughout San Bernardino County for transportation improvements for service to the Senior and Disabled.
- AB2766- MDAQMD - \$40,000. On-going fixed apportionment. AB2766 is a Bill that authorizes a \$6 motor vehicle registration fee surcharge to provide funds to local jurisdictions that assist in the reduction of mobile source emissions (such as funding of transit operations)
- Total LTF available for transit operations is \$2,836,359 budgeted to cover operating expenses. LTF comes from .25% of sales tax generated within the County. The Transportation Development Act (TDA) provides the Local Transportation Fund (LTF), which is a major source of funding for public transportation. These funds are for the development and support of public transportation needs that exist in the basin and are allocated to area of each county based on taxable sales and fare revenue. Some areas of the county have the option of using LTF for local streets and roads projects, if they can show there are no unmet transit needs.
- MBTA is expected to receive \$449,685, as part of the Coronavirus Aid, Relief and Economic Security Act (CARES Act), two billion of it has been apportioned to assist rural transit agencies recover any and all expenses related to COVID -19, CARES and the FFCRA. These dollars are FTA 5311 supplemental funds and are not intended to free up any additional dollars as all other agency revenue must be used first in order to remain eligible for these funds.

Operating Expenses

Lines 10 thru 70 are the projected expenses for the MBTA. The following are key assumptions and components used in the budgeting process for developing these numbers as well as highlights for key cost drivers. The 2.9% COLA is based on the increase cost of consumables as noted in the Consumer Pricing Index.

- Line 10, 11 & 13; two-point nine percent (2.9%) COLA
- Line 12; two-point nine percent (2.9%) COLA plus the programmed 5% merit steps
- Line 17; \$3,765 dollar increase in employer retirement contribution rate
- Line 23; \$5,000 dollar increase in marketing, to help regain lost ridership
- Line 24; \$5,458 dollar increase to go toward new Fare Security protocols, in conjunction with COVID -19 measures
- Line 27; \$6,796 dollar increase in safety and post COVID-19 training
- Lines 30 & 31; two-point nine percent (2.9%) COLA plus the programmed 5% merit steps
- Line 32 & 33; two-point nine percent (2.9%) COLA
- Line 36; \$2,525 dollar increase in employer retirement contribution rate
- Line 38; \$6,245 dollar increase in shelter sanitizing and equipment
- Line 41; \$9,939 dollar projected increase in tires
- Line 51-54, two-point nine percent (2.9%) COLA increase plus programmed 5% merit steps
- Line 57; \$10,351 dollar increase in employer retirement contribution rate
- Line 59, \$44,306 dollar rate increase in Workers Compensation due to the “hard market” and the residual effects of the economy.
- Line 66; \$10,998 dollar projected increase in CNG and Gasoline Fuels
- Line 68; \$23,680 dollar rate increase of insurance coverage throughout CalTIP pool.
- Line 69; \$4,800 dollar increase due to increase employee participation (457 program)
- Line 88, includes a two-point nine (2.9) percent COLA increase for the Director of Cooperative Purchasing and Grants

** Inflation and COLA amount is based on Los Angeles/Orange/Riverside County CPI “All Items” for December 2019.*

Capital Budget

The FY 2020/21 Capital budget is included in lines 72-79. This includes state funding for Engine Overhauls, Dispatch and Maintenance Equipment, Shop Equipment, Bus Wash System, Staff Vehicle Replacements.

STAF- \$67,500

Line 72; Dispatch and Maintenance Equipment

Line 74; Fare Media Systems

Line 75; Bus Wash System

ARTICLE 3 - \$29,380

Line 76; Enclosed Bike Racks

CMAQ – \$1,214,400

Line 77; Class H Vehicle Replacements

SGR – \$121,955

Line 73; Engine Overhauls

Line 78; Supervisor vehicle replacement

Line 79; Bus Stop Improvements

LCTOP – \$78,354

Line 79; Bus Stop Improvements

TREP Budget

TREP represented in lines 81-84; this program is funded by a 5310 Caltrans grant to administer the program. This is a volunteer driver mileage reimbursement program and is designed to “help fill the transportation gaps that exist in the Basin, helping people in inaccessible parts of MBTA’s service area to get to town for lifeline services”.

Procurement Budget

Lines 86-88 represents the MBTA’s Bus Procurement Program’s revenues and expenditures. As in the past, staff advises that this revenue source is dependent on environmental factors not under the control of MBTA and the availability of current personnel.

MBTA’s Procurement Program is an arrangement with the California Association for Coordinated Transportation (CalACT) wherein access to MBTA’s vehicle contracts and bus specifications is granted to the association’s membership for a procurement fee shared equally between the agency and CalACT. In the absence of a state contract for buses, the majority of transit agencies in the state were using the MBTA bus bid to purchase their vehicles.

This year we are conservatively projecting \$315,000 in additional income from the program due to new vehicle contract.

Staff requests that the following activities receive continued funding from the procurement project.

- Allocation of \$50,000 to the Transit Assistance Grant (TAG) program approved by the board. The TAG program is designed to assist local agencies and non-profits in the Basin with implementation of transportation programs that improve access to or augment MBTA services.

- \$125,610 to cover expenses that may be occurred for the administration of the procurement program including the Procurement Director's wages.

Taxi Budget

Line 90-91; Continue Revenue and Administrative expenses for Taxi Regulatory activities.

Conclusion

Staff presents to you a fully supported budget that projects a 0.61% increase from FY19/20 approved budget.

Reference Materials:

- Exhibit A- Proposed Operating & Capital Budgets
- Exhibit B- 2020/2021 Taxi Budget

**STAFF RECOMMENDATION: REVIEW, DISCUSS AND PROVIDE DIRECTION TO STAFF
(NO ACTION)**

San Bernardino County Transportation Commission
FY 2020/2021 AMENDED Transit System Claim Form
Summary Claim
Local Transportation Fund and State Transit Assistance Fund

Claimant: Morongo Basin Transit Authority
Address: 62405 Verbena Road
Joshua Tree, CA 92252
Contact
Person: Mark Goodale, General Manager
(Name and Title)

Phone No: 760-366-2986

I verify that the information on the Claim Form is true and accurate to the best of my knowledge.

Signed: _____
(Director of Finance)

Date: 6/25/2020

<u>Purpose</u>	<u>Amount</u>
(X) Article 4 Public Transit Service (PUC 99260a)	\$ 2,836,359
() Article 4 Rail Passenger Service (PUC 99260.6)	\$ -
() Article 6.5 STA for Operating Purposes (PUC 99314.6)	\$ -
(X) Article 6.5 STA for Capital Purposes (PUC 99313.3)	\$ 67,500
() Article 8 Contract Transit Service (PUC 99400c)	\$ -

Requested Claim Amount:
LTF Operations
LTF Capital

Total LTF:

<u>Amount</u>
\$ 2,836,359
\$ -
\$ 2,836,359

STA 99313 Population Share for Capital Purposes
STA 99313 Population Share for Operations (must pass efficiency standard)
STA 99314 Operator Share for Capital Purposes
STA 99314 Operator Share for Operations (must pass efficiency standard)

Total STA:

\$ 13,645
\$ -
\$ 53,855
\$ -
\$ 67,500

GRAND TOTAL

\$ 2,903,859

San Bernardino County Transportation Commission
FY 2020/2021 AMENDED Transit System Claim
Apportionment Area(s)

Claimant: Morongo Basin Transit Authority

Apportionment Area/Jurisdictions	Total LTF	LTF Operations	LTF Capital
Article 4 County of San Bernar	\$ 922,414	\$ 922,414	
Article 4 Town of Yucca Valley	\$ 827,370	\$ 827,370	
Article 4 City of Twentynine Pa	\$ 1,086,575	\$ 1,086,575	
	\$ -		
	\$ -		
Total	\$ 2,836,359	\$ 2,836,359	\$ -

STA Share	Total STA	STA Operations	STA Capital
99313 Population Share	\$ 13,645	\$ -	\$ 13,645
99314 Operator Share	\$ 53,855	\$ -	\$ 53,855
Total	\$ 67,500	\$ -	\$ 67,500

Total TDA Funding	Total Operations	Total Capital
\$ 2,903,859	\$ 2,836,359	\$ 67,500

San Bernardino County Transportation Commission

FY 2019/2020 Transit System Claim

Capital Project Detail

Ongoing Capital Projects

(please include project information from prior years and remaining balances)

Fiscal Year	Allocation No	Project Title	STA Balance	LTF Balance	Remaining Balance
2013/2014	14-01-MBT-B	Landscape & Lighting Enhancements	\$ 3,148		\$ 3,148
FY 2014 Grand Total:			\$ 3,148	\$ -	\$ 3,148
2014/2015	15-15-MBT-B	Add'l Bus Stop Improvements	15,890		\$ 15,890
2014/2015	S-1503-21	REI Equipment		760	\$ 760
FY 2015 Grand Total:			\$ 15,890	\$ 760	\$ 16,650
2015/2016	16-01-MBT-B	JT Facility Upgrade	356	1,265	\$ 1,621
FY 2016 Grand Total:			\$ 356	\$ 1,265	\$ 1,621
2016/2017	17-02-MBT-B	Dispatch & Maint Office Equipment	3,789		\$ 3,789
2016/2017	17-02-MBT-B	5 Vehicle Replacements	165,864		\$ 165,864
2016/2017	17-02-MBT-B	AVL/GPS Equipment	6,000		\$ 6,000
2016/2017	S17-MBT-B	JT Facility Upgrade	1,994		\$ 1,994
FY 2017 Grand Total:			\$ 177,647	\$ -	\$ 177,647
2017/2018	S18-MBT-01B	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2017/2018	L18-MBT-17	Engine Overhauls		75,000	\$ 75,000
2017/2018	L18-MBT-17	Twentynine Palms Land		83,293	\$ 83,293
2017/2018	L18-MBT-17	Twentynine Palms CNG Station		130,000	\$ 130,000
2017/2018	L18-MBT-17	Video Surveillance		20,000	\$ 20,000
2017/2018	L18-MBT-17	Bus Stop Improvements		70,000	\$ 70,000
FY 2018 Grand Total:			\$ 10,000	\$ 378,293	\$ 388,293

San Bernardino County Transportation Commission

FY 2019/2020 Transit System Claim

Capital Project Detail

Fiscal Year	Allocation No	Project Title	STA Balance	LTF Balance	Remaining Balance
2018/2019	S19-MBTA-01-B	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2018/2019	S19-MBTA-01-B	Engine Overhalls	24,176		\$ 24,176
2018/2019	S19-MBTA-01-B	AVL/GPS Equipment	85,000		\$ 85,000
2018/2019	S19-MBTA-01-B	Bus Stop Improvements	70,000		\$ 70,000
2018/2019	S19-MBTA-01-B	Short Range Transit Plan	21,183		\$ 21,183
2018/2019	S19-MBTA-01-B	Cost & Revenue Allocation Study	2,519		\$ 2,519
2018/2019	S19-MBTA-01-B	1 Class E (5339 Match)	68,368		\$ 68,368
FY 2019 Grand Total:			\$ 281,246	\$ -	\$ 281,246

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2019/2020	S20-MBT-03-B	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2019/2020	S20-MBT-03-B	Engine Overhalls	25,000		\$ 25,000
2019/2020	S20-MBT-03-B	Shop Equipment	1,073		\$ 1,073
2019/2020	S20-MBT-03-B	Bus Wash System	67,950		\$ 67,950
2019/2020	S20-MBT-03-B	Staff Vehicle Replacements	187		\$ 187
FY 2020 Grand Total:			\$ 104,210	\$ -	\$ 104,210

Total Ongoing Capital Project Funding \$ 592,497.00 \$ 380,318.00 \$ 972,815.00

New Capital Project Detail

(please indicate funding that is being requested for projects in FY 2020/2021)

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2020/2021	To Be Determined	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2020/2021	To Be Determined	Fare Media Structure	50,000		\$ 50,000
2020/2021	To Be Determined	Bus Wash System	7,500		\$ 7,500
FY 2021 Grand Total:			\$ 67,500	\$ -	\$ 67,500

Grand Total Capital Funding \$ 659,997.00 \$ 380,318.00 \$ 1,040,315.00

FY 2020/2021 Transit System Claim

Standard Assurances

Local Transportation Funds (LTF) and State Transit Assistance (STA) Funds

Claimant: Morongo Basin Transit AuthorityFiscal Year: FY 2020/21

Initial

1. 180-DAY CERTIFIED FISCAL AUDIT

Claimant certifies that it has submitted a satisfactory, independent fiscal audit, with the required certification statement, to SANBAG and to the State Controller's Office, pursuant to PUC 99245 and CCR 6664 for the prior fiscal year (project year minus two). Claimant assures that this audit requirement will be completed for the current fiscal year (project year minus one). This requirement does not apply to new operators.

2. 90-DAY ANNUAL REPORT

Claimant certifies that it has submitted a State Controller's report in conformance with the uniform system of accounts and reports, to SANBAG and to the State Controller, pursuant to PUC 99243, for the prior year (project year minus two). Claimant assures that this report will be completed for the current fiscal year (project year minus one). This requirement does not apply to new operators.

3. PART-TIME EMPLOYEES (STA ONLY)

Claimant certifies that it is not precluded, by any contract entered into on or after June 28, 1979, from employing part-time drivers or contracting with common carriers of persons operating under a franchise or license. Claimant further certifies that no person who was a full-time employee on June 28, 1979, shall have his or her employment terminated or his or her regular hours of employment, excluding over-time, reduced as a result of it employing part-time drivers or contracting with such common carriers.

4. REVENUE RATIOS FOR OLDER OPERATORS

Claimant filing a claim pursuant to PUC 99268.2 certifies that it maintain for the project year the ratio of fare revenues to operating cost at least equal 20 percent if serving an urbanized area and 10 percent if serving a non-urbanized area.

5. REVENUE RATIOS FOR NEWER NON-URBANIZED AREA OPERATORS

Claimant filing a claim pursuant to PUC 99268.4 certifies that it will maintain for the project year a ratio of fare revenues to operating cost equal to or greater than 10 percent.

FY 2020/2021 Transit System Claim

Standard Assurances

Local Transportation Funds (LTF) and State Transit Assistance (STA) Funds

Initial

6. REVENUE RATIOS FOR EXCLUSIVE SERVICES TO ELDERLY AND HANDICAPPED

Claimant filing a claim pursuant to PUC 99268.5 certifies that, for the purpose of that claim, it provides services using vehicles for the exclusive use of elderly and handicapped persons.

7. REVENUE RATIOS FOR COMMUNITY TRANSIT AND CONTRACTED TRANSIT SERVICES

Claimant filing a claim pursuant to PUC 99275.5c and 99405c further certifies that, for the project year, it reasonably anticipates achieving the performance criteria, local match requirements, or fare recovery ratios adopted by the transportation planning agency or county transportation commission.

8. REVENUE RATIOS FOR OPERATORS SERVING URBANIZED AND NONURBANIZED AREAS

Claimant filing a claim pursuant to PUC 99270.1 certifies that it will maintain for the project year at least the alternative farebox recovery ratio as determined by the adopted SANBAG "fare ratio optional rule".

9. EXTENSION OF SERVICES

Claimant that received an allocation of LTF funds for an extension of service pursuant to PUC 99268.8 certifies that it will file a report of these services pursuant to CCR 6633.8b within 90 days after the close of the fiscal year in which that allocation was granted.

10. RETIREMENT SYSTEM

Claimant filing claim pursuant to PUC Section 99260 certifies that (check one):

- ☐ 1. The current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system (PUC Section 99271a); or
- ☐ 2. The operator is implementing a plan approved by the transportation planning agency which will fully fund the retirement system for such officers and employees within 40 years (PUC Section 99271a); or
- ☐ 3. The operator has a private pension plan which sets aside and invests on a current basis funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC Sections 99272 and 99273.

FY 2020/2021 Transit System Claim

Standard Assurances

Local Transportation Funds (LTF) and State Transit Assistance (STA) Funds

Initial

11. USE OF FEDERAL FUNDS

Claimant filing a claim for TDA funds for capital intensive projects pursuant to PUC 99268.7 certifies that it has made every effort to obtain federal funding for any project which is funded pursuant to PUC 99268.7.

12. REDUCED FARES FOR ELDERLY AND HANDICAPPED

A claimant filing a claim pursuant to PUC 99260 which offers reduced fares to senior citizens and disabled persons certifies that it is in compliance with PUC 99155.

13. DRIVERS PULL NOTICE PARTICIPATION

A claimant filing a claim for public transit assistance must include a certification completed within the prior 13 months by the California Highway Patrol indicating the operator has participated in a "pull notice system" to examine driver's records.

14. INCREASE IN OPERATOR'S COST PER HOUR (STA OPERATING ASSISTANCE ONLY)

Claimant filing a claim for operating assistance from STA funds must include a supplemental schedule which identifies: A - 1) the most recent audited cost per revenue vehicle hour (year 1) and the prior year's audited cost per revenue hour (year 2), and 2) the change in the Los Angeles Regional Consumer Price Index for the same period; and B - 1) the most recent audited three year average cost per revenue vehicle hour and the average audited cost per revenue hour for the three years prior to the most recent audit year and 2) the average change in the Los Angeles Regional Consumer Price Index for the three years prior to the most recent audit year. The supplemental schedule information will be used to determine eligibility pursuant to PUC 99314.6.

15. STAFFING ON VEHICLES

Claimant certifies that it is in compliance with PUC Section 99264 that it does not routinely staff, with two or more persons, a vehicle for public transportation purposes designed to be operated by one person.

Morongo Basin Transit Authority

(Legal Name of Applicant/Claimant)

(Authorizing Signature)

Mark Goodale, General Manager

(Name and Title)

EXHIBIT B

**MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
FY 2020/21 BUDGET**

		FY 19/20 Budget	FY 19/20 Estimate	Proposed FY 20/21	Notes
Line	Administrative Exp.				
1	Legal Expenses	3,000.00	0.00	0.00	
2	Insurance	3,000.00	3,000.00	3,000.00	
3	Taxicab Administrator	3,132.24	5,595.67	4,180.00	
4	Office Clerk	2,287.08	3,242.84	2,600.00	
5	Drug & Alcohol Testing	2,115.00	899.33	1,000.00	
6	Background Checks	576.00	213.33	250.00	
7	Printing/Office Supplies	500.00	378.67	250.00	
8	Rent & Utilities	2,400.00	2,400.00	2,400.00	
9	TOTAL EXPENSES	13,967.04	15,729.84	13,680.00	

Line	REVENUE				
10	Driver Permit Fees	900.00	800.00	500.00	<i>5 New Taxi Drivers</i>
11	Vehicle Fees	15,000.00	16,080.00	12,000.00	<i>10 Registered Cabs</i>
12	Driver Renewal Fees	1,500.00	840.00	1,080.00	<i>18 Registered Drivers</i>
13	Transfer Fees	0.00	0.00	0.00	
14	Fines	100.00	0.00	100.00	
15	TOTAL REVENUE	14,280.00	17,720.00	13,680.00	

MBTA ACRONYM LIST

CALACT	California Association for Coordinated Transportation
CALPERS	California Public Employees Retirement System
CALTIP	California Transit Insurance Pool
CALTRANS	California Department of Transportation'
CMAQ	Congestion Mitigation and Air Quality
CNG	Compressed Natural Gas
CSAC-EIA	California State Association of Counties-Excess Insurance Authority
CTA	California Transit Association
DOT	Department of Transportation
FTA	Federal Transit Administration
LAIF	Local Agency Investment Fund
LCTOP	Low Carbon Transit Operations Program
LTF	Local Transportation Funding
MBTA	Morongo Basin Transit Authority
PTIMSEA	Passenger Transportation Improvement Modernization & Service Acct.
SBCTA	San Bernardino County Transportation Authority (SANBAG)
SGR	State of Good Repair
S RTP	Short Range Transit Plan
STA	State Transit Assistance
STIP	State Transportation Improvement Program
TAG	Transportation Assistance Grant Program
TREP	Transportation Reimbursement Escort Program
TSSDRA	Transit System Safety and Disaster Response Account
5309	Federal Transit Administration Capital Projects Grant Program
5310	Federal Transit Administration Grant Program for Elderly and Disabled
5311	Federal Transit Administration Rural Grant Program
5311f	Federal Transit Administration Intercity Bus Grant Program
5316	Job Access and Reverse Commute Grant Program
5339	Rural Discretionary Grant Program

MBTA ROUTES

ROUTE 1	Highway Route Yucca Valley-Twenty-nine Palms
ROUTE 3A	Twenty-nine Palms-Base
ROUTE 3B	Twenty-nine Palms-Neighborhood
ROUTE 7A	North Yucca Valley
ROUTE 7B	South Yucca Valley
ROUTE 12	Palm Springs
ROUTE 15	Palm Springs Weekend
ROUTE 21	Landers
ROUTE 30 & 31	Yucca Valley Ready Ride
ROUTE 34	Twenty-nine Palms Ready Ride
ROUTE 36	Morongo Valley
ROUTE 50	Joshua Tree Ready Ride
ROUTE 1X	Highway Route Sunday Service